



RMC
Rural Maryland Council

**Rural Maryland Council
MAERDAF/RMPIF Grant
Information Webinar**

May 31, 2017



RMC
Rural Maryland Council

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rural.maryland.gov

Who we are

- An independent state agency housed under the Maryland Department of Agriculture
- First established in 1993 by Governor's Executive Order. Formally established in Maryland Statute in 1995 (Economic Development Article, Sec. 13-401)
- Funded under the State's Operating Budget
- For Fiscal Year 2018:
 - Council (Operating) funded at \$513,917
 - MAERDAF funded at \$680,917
 - RMPIF components funded at \$ 1.58 million

Maryland Agricultural Education and Rural Development Assistance Fund (MAERDAF)

- Created in 2000 to provide financial assistance to rural-serving nonprofit organizations that promote statewide and regional planning, economic and community development and agricultural and forestry education efforts.
- Between FY 2001 and FY 2016, MAERDAF awarded over \$3.2 million in grants to rural organizations leveraging this funding into a total of \$11 million. (1:4 ratio)
- For Fiscal Year 2017, the RMC received 95 applications requesting approximately \$2,026,212 in funding and dispersed a total of \$555,917.00 to 42 organizations.

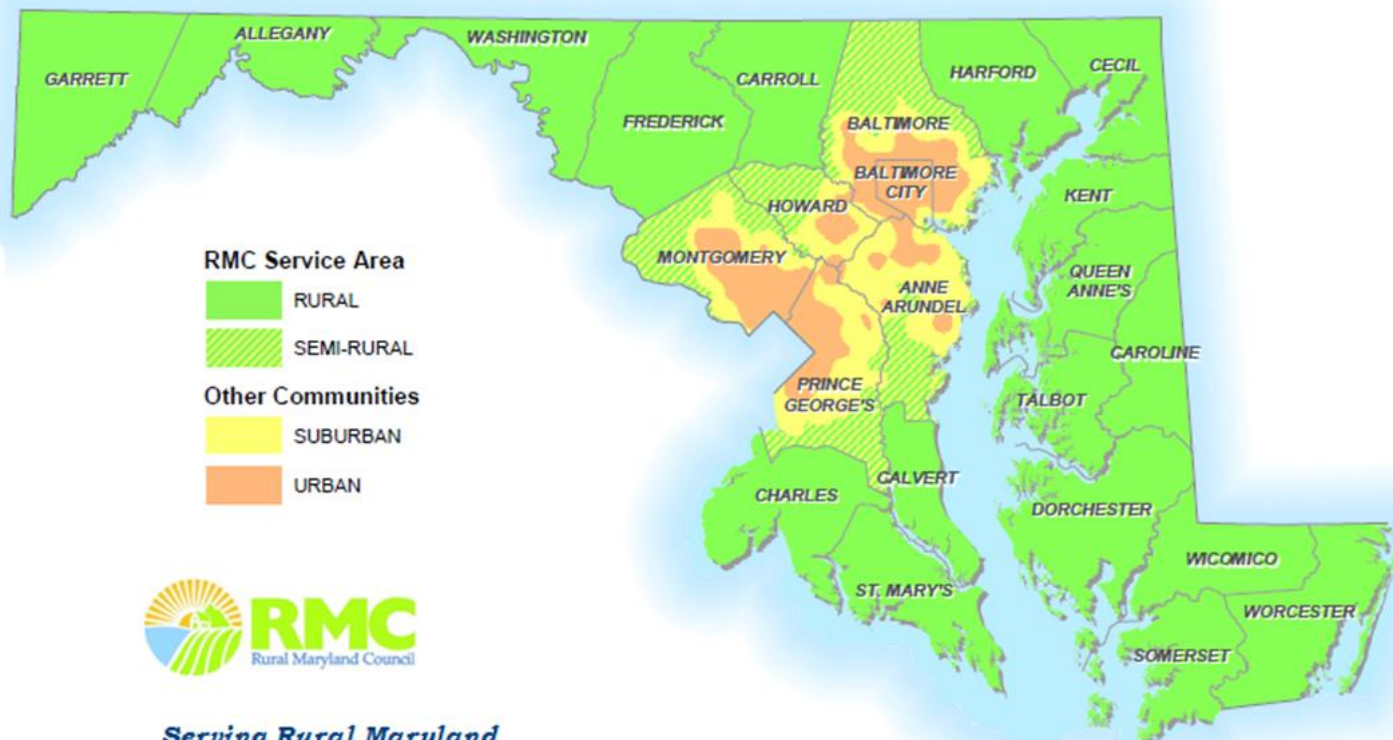
Rural Maryland Prosperity Investment Fund (RMPIF)

- Authorized by the Maryland General Assembly in 2006.
- **Stronger rural communities**
=
A stronger Maryland
- Primary goal of RMPIF is to provide targeted investments to various regional, nonprofit and educational entities to bring Rural Maryland's standards of living up to statewide averages.



RMPIF First Funded in FY 2017

- RMC received approximately \$2 million in FY 2017 for the first time for RMPIF
- In FY 2017, RMC received 43 applications for a total of \$3,279,000 requested. A total of 18 applications totaling \$833,501 were distributed to 18 organizations.
- Additional funding was distributed to the State's five regional councils (\$111,133 each)
- RMC will receive an additional \$1.5 million for RMPIF in FY 2018



MAERDAF Guidelines

- **Eligible Applicants:** 501(c)3 Nonprofit Organizations, Regional Councils and Community Colleges
- **Purpose:** to increase the overall capacity of rural-serving nonprofit organizations and community colleges to meet a multitude of rural development challenges and to help them establish new public/private partnerships for leveraging non-state sources of funding
- **Where:** Serve 2 or more rural counties or statewide
- **When:** Projects must be completed between August 1, 2017 – June 30, 2018
- **Preference:** Projects that have an equal or greater match
- **Grant Amounts:** The maximum grant amount is \$30,000. Average award is around \$17,000

Grant Decisions

- Grant award determinations for both programs are made by the independent MAERDAF Grant Review Board set by law and consisting of the Secretaries (or their designee) of:
 - Department of Agriculture
 - Department of Business and Economic Development (now Commerce)
 - Department of Health and Mental Hygiene
 - Department of Housing and Community Development
 - Department of Natural Resources
 - as well as the Chair (or the designee) of the Rural Maryland Council.
- Decisions by the MAERDAF Grant Review Board are final and binding

Deadlines

- **Deadline for pre-proposals: June 9, 2017**
- Notification: Applicants will be notified on June 20, 2017
- Monday, July 17, 2017 - Full application due to RMC by 11:59pm.
- Monday August 7, 2017 – MAERDAF Grant Recipients announced

Eligible Entities

- Applicants must be in “Good Standing” with the State of Maryland. Go to <http://sdat.resiusa.org/UCC-Charter/Pages/CharterSearch/default.aspx> to find if your organization is in good standing with the State of Maryland.
- We do not require a copy of the certificate; it is sufficient to provide a screen shot and attach it with your application AS LONG AS IT SHOWS WHETHER THE ENTITY IS CURRENTLY IN GOOD STANDING.
- An explanation for an entity not in good standing must be included with the application otherwise, the application will be rejected.
- Include a recent Form 990 (where applicable)

Eligible Expenditures

- Salaries and Wages are allowable expenses. It is strongly encouraged to include a statement on sustainability for future years.
- Construction and renovation of buildings are eligible expenses. Acquisition of land is not.
- The purchase or rental of vehicles are eligible expenses.
- Meals are allowable if the costs are reasonable and a justification is provided that such activity maintains the continuity of the meeting and to do otherwise will impose arduous conditions on the meeting participants.

Ineligible Expenditures

- Contributions, donations or subsequent subawards to third parties are ineligible expenses.
- Organized fundraising including financial campaigns, solicitation of gifts or bequests, or similar expenses incurred to raise capital or obtain contributions regardless of the purpose for which the funds will be used are ineligible.

Changes and Unused Funds

- Only very minor changes in scope are allowed after a grant has been awarded. Some project timelines can also be modified.
- Unused grant funds must be returned to the Rural Maryland Council no later than July 13, 2018.

Ranking Criteria

- Basic Criteria: Applicant meets all basic eligibility requirements – it serves a regional (multi-county) or statewide rural constituency (or is a community college) and holds an appropriate IRS tax designation.
- Applicant has clearly identified a well substantiated need and developed a Scope of Work that clearly describes specific project activities and how a MAERDAF grant will be used. Specific goals and measurable objectives were clearly stated and appear to be achievable.
- Its Mission Statement is included and lends itself to the activities and goals addressed in the proposal. Goals are specific, measurable, achievable, realistic, and time-bound.
- The organization has the experience, expertise and resources to deliver on this scope of work. Operational and line-item budgets were included and seem reasonable.

Ranking Criteria (Continued)

- The applicant has equal matching funds from non-state sources. If there are no matching funds, applicant seems likely to leverage additional financial resources to match the grant. Priority is given to applicants with in-kind and funding matches.
- Other organizations, businesses, agencies and/or other community-based entities have expressed strong support for the organization's work and planned grant activities. Letters of support and other supportive materials (newspapers articles, etc.) were included.
- Project/proposal falls under one or more of the following priorities: Agriculture, Youth Engagement, Broadband, Renewable Energy/Biomass Energy, Workforce Development/Entrepreneurship, and Health.
- Grant agreements: Awardees are required to execute a grant agreement.
- Record keeping: Grantees are required to record expenditures and file an interim and final report with the RMC.
- Sample grant agreements and reporting guidelines can be found at rural.maryland.gov

Proposed Operational Budget

- Attachment A of the full grant application
- Use this sheet to show all project funds, all grant funds, and all matching funds, as well as all sources of these funds.

*Note this sheet does not automatically calculate totals.

Attachment A: Proposed Operational Budget						
Use this sheet to show all project funds, all grant funds, and all matching funds, as well as all sources of these funds. Note this sheet does not automatically calculate totals.						
Use Attachment B to explain these amounts.						
Name of Applicant Organization: <input type="text"/>						
	MAERDAF Funds Requested	Federal, Local, Gov't	Business & Industry	Community College	Other (include other grants)	Total
A. Salaries & Wages	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
B. Fringe Benefits	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
C. Travel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D. Equipment	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
E. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
F. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
G. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL DIRECT COSTS	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
H. Other Costs						
Materials & Supplies	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Pubs./Documentation	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Consultant Services	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Subcontracts	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL OTHER COSTS	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL Project Cost*	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

*Total Project Cost should equal the sum of Direct Costs and Other Costs

Line-Item Budget

- Attachment B of the full grant application
- Use this sheet to explain each amount in your Proposed Operating Budget (Attachment A).

Attachment B: Line Item Budget
Use this sheet to provide a narrative that explains each amount on your Proposed Operational Budget. (For instance, if your spreadsheet in Attachment A shows \$5,000 in travel from business/industry, explain where those funds came from, how they will be used, and what restrictions there are in using them, if any.) Be concise but complete. Use as much space as you need.
Name of Applicant Organization: <input type="text"/>
Line A: Salaries & Wages – <input type="text"/>
Line B: Fringe Benefits – <input type="text"/>
Line C: Travel – <input type="text"/>
Line D: Equipment – <input type="text"/>
Line E: <input type="text"/>
Line F: <input type="text"/>
Line G: <input type="text"/>
Line H: Other Costs – <input type="text"/>



Photos courtesy of LEAD Maryland, Maryland Association of Soil Conservation Districts, MAC, Inc., Asian American Center of Frederick, and Chesapeake Multicultural Resource Center

MAERDAF FY 2017

- Allegany College, \$7,185 for a Volunteer Maryland coordinator
- Allegany County Health Right, \$9,580 for dental treatments
- Asian American Center of Frederick, \$13,297 for health care outreach and care.
- Bay Area Center for Independent Living, \$6,227 to support vocational training to students with disabilities to gain employment skills
- Chesapeake College Foundation, \$8,526 to establish a high tunnel operation



Photo courtesy of
Asian American Center of Frederick

MAERDAF FY 2017

- Garrett County Community Action Committee, \$19,160 enabling coaching services and career ladder opportunities
- Historic St. Mary's City Foundation, \$14,370 to construct a wooden, timber-frame pavilion with flexible enclosures to use as covered space
- Lifestyles of MD Foundation, \$9,368 to purchase web-based transportation dispatch software
- Frederick CTC FFA, \$14,370 for an agricultural entrepreneurship program
- LEAD Maryland, \$19,160 for Class IX seminars
- Maintaining Active Citizens, Inc., \$5,786 for therapeutic gardens and nutrition and cooking classes



Photo courtesy of Frederick CTC FFA

MAERDAF FY 2017(con't)

- Maryland Association of Soil Conservation Districts, \$4,790 for the 2017 Maryland Envirothon
- Maryland Farmers Market Association, \$16,932 to host in-person trainings and webinars and developing a *Guide to Selling a Maryland Farmers' Markets* publication
- Queen Anne's County Library/Allegany County Library, \$4,138 for Guys Read program for fourth grade boys
- Tri-County Council for Southern Maryland, \$13,507 for the Mobile Career Center, a resource for providing employment and training services
- SHORE UP!, \$15,628 to help support Out-of-School Youth Services Program by creating a computer work lab for students
- Western Maryland Resource Conservation and Development, \$19,160 to purchase a compact tractor with front-end loader and construction of a multi-purpose building at Frostburg Grows

Requirements

- Projects must be regional (more than one county)
- Priority is given to projects with matching funds
- Letters of support are recommended
- Pre-proposals are **due June 9, 2017**
- Projects must be completed within one year

How to apply

- The online form is available here: <https://ruralmaryland.typeform.com/to/qsWLE2>
- The Application cannot be saved and completed later. Please prepare your information prior to starting the form.
- The following information is requested:
 - a. Organization Name, tax designation status, Federal Tax Identification Number, Mission Statement
 - Applicant Point of Contact Information, Project Point of Contact Information, Applicant and Project Organization Federal Tax Identification Number, tax designation status, website link.
- Indication if organization is a past MAERDAF grantee, years if applicable.
- Scope of Work (Maximum of 750 words): Overall need to be addressed; How MAERDAF funding will be used to meet that need; Number of individuals, businesses, communities, etc., served by MAERDAF grant; and Number of new partnerships that will be formed as a result of the grant.
- Project Goals (Maximum of 750 words) describe what will be achieved as a result of this grant and how you intend to measure your success. Goals should be specific, measurable, achievable, realistic and time-bound.
- Submitted Proposals will be notified June 20, 2017 of acceptance status. An invitation to submit a full application and materials will be provided to accepted proposal applicants.

RMPIF Guidelines – Rural Regional Planning & Development Councils

- **Eligible Applicants:** Tri-County Council of Western Maryland, Tri-County Council of Southern Maryland, Upper Shore Regional Council, Mid-Shore Regional Council, Tri-County Council of the Lower Eastern Shore, and multicounty efforts serving rural communities in areas not served by the regional councils.
- **Purpose:** to provide grants specifically for projects and activities of the five regional planning and development councils and for other multi-county rural improvement efforts.
- **When:** Projects must be completed between August 1, 2017 – June 30, 2018
- **Grant Amounts:** Each regional council is eligible to receive up to \$211,133 in FY2018 for rural regional planning and development assistance, as well as applications received from a multi-county effort (Frederick, Carroll, Harford) in areas not served by an existing regional council.

RMPIF Guidelines – Entrepreneurship Development



- **Eligible Applicants:** Applicants must be local government, institute of higher education, regional council, 501(c)(3) IRS tax designation or similar and serve a regional or statewide rural constituency. Community Colleges, Career Technology Centers, Regional Councils and Libraries are eligible applicants.
- **Purpose:** to promote entrepreneurship and assist efforts that provide training and technical assistance to the entrepreneurs who can help build prosperous and sustainable rural communities by creating jobs, raising incomes, creating wealth and improving quality of life.
- **When:** Projects must be completed between August 1, 2017 – June 30, 2018
- **Grant Amounts:** No maximum grant amount; \$527,833 allotted funds, Grant Review Board will optimally fund 6 entrepreneurial projects.

RMPIF Guidelines – Entrepreneurship Development

- **Eligible Projects:** Proposals should be regional (two or more counties) or intergovernmental (meaning two units of government).
- **Eligible Expenditures:**
 - Salaries and Wages are allowable expenses, it is highly encouraged to include a statement on sustainability for future years;
 - Administrative costs including construction, leasing and renovation of buildings are eligible; should not exceed more than 25% of grant request;
 - Purchase or rental of vehicles;
 - Meals are allowable of costs are reasonable and justified;
 - Indirect administrative costs capped at 10%.
- **Ineligible Expenditures:**
 - Acquisition of land is ineligible;
- **Preferences:**
 - Must secure equal matching funds from non-state sources;
 - Federal funds are considered matching cash funds.

RMPIF Guidelines – Infrastructure



- **Eligible Applicants:** Applicants must be local government, institute of higher education, regional council, 501(c)(3) IRS tax designation or similar and serve a regional or statewide rural constituency. Community Colleges, Career Technology Centers, Regional Councils and Libraries are eligible applicants.
- **Purpose:** to support projects that involve two or more units of government and are related to broadband, water, wastewater, transportation, workforce housing, and commercial/industrial facilities up to 25% of the total project costs. Workforce housing is defined as housing targeted to 80 to 120% of median income of the community in which employees work.
- **When:** Projects must be completed between August 1, 2017 – June 30, 2018
- **Grant Amounts:** No maximum grant amount; \$527,833 allotted funds, Grant Review Board will optimally fund 4 infrastructure projects.

RMPIF Guidelines – Infrastructure

- **Eligible Projects:** Proposals should be intergovernmental (meaning two units of government).
- **Eligible Expenditures:**
 - Salaries and Wages are allowable expenses, it is highly encouraged to include a statement on sustainability for future years;
 - Construction and renovation of buildings are eligible;
 - Purchase or rental of vehicles is eligible;
 - Permitting costs are eligible expenses;
 - Indirect administrative costs capped at 10%.
- **Ineligible Expenditures:**
 - Acquisition of land is ineligible.
- **Preferences:**
 - **Must have secured over 75% matching funds from non-state sources.**
 - **A match is required for infrastructure projects.**
 - Federal funds are considered matching cash funds.

RMPIF Guidelines – Health Care



- **Eligible Applicants:** Applicants must be local government, institute of higher education, regional council, 501(c)(3) IRS tax designation or similar and serve a regional or statewide rural constituency. Eligible applicants include federally qualified health centers, area health education centers, local health clinics and other rural-serving health organizations.
- **When:** Projects must be completed between August 1, 2017 – June 30, 2018
- **Grant Amounts:** No maximum grant amount; \$527,833 allotted funds, Grant Review Board will optimally fund up to 6 health care projects.
- **Eligible Projects:**
 - **Recruitment and retention of health care providers;**
 - **Improving access to health and medical/dental care;**
 - **Behavioral and mental health;**
 - **Chronic disease prevention and management;**
 - **Oral and dental health.**

RMPIF Guidelines – Health Care

- **Eligible Projects:** Proposals should be regional (two or more counties) or intergovernmental (meaning two units of government).
- **Eligible Expenditures:**
 - Salaries and Wages are allowable expenses, it is highly encouraged to include a statement on sustainability for future years;
 - Administrative costs including construction, leasing and renovation of buildings or purchase of equipment are eligible; should not exceed more than 25% of grant request;
 - Purchase or rental of vehicles;
 - Meals are allowable if costs are reasonable and justified;
 - Indirect administrative costs capped at 10%.
- **Ineligible Expenditures:**
 - Acquisition of land is ineligible.
- **Preferences:**
 - Must secure equal matching funds from non-state sources;
 - Federal funds are considered matching cash funds.
 - Organizations primarily serving rural areas and locally focused are given preference.

Ranking Criteria

- Basic Criteria: Applicant meets all basic eligibility requirements – it serves a regional (multi-county) or statewide rural constituency (or is a community college) and holds an appropriate IRS tax designation or is inter-governmental (meaning two units of government).
- Applicant has clearly identified a well substantiated need and developed a Scope of Work that clearly describes specific project activities and how a RMPIF grant will be used. Specific goals and measurable objectives were clearly stated and appear to be achievable.
- Proposal will significantly impact the quality of living in rural Maryland. Proposal demonstrates substantial value and lasting impact by providing information which includes relevant background research, opportunities for replication, and a statement of impact.
- Its Mission Statement is included and lends itself to the activities and goals addressed in the proposal. Goals are specific, measurable, achievable, realistic, and time-bound.

Ranking Criteria (Continued)

- The applicant has equal matching funds from non-state sources.
- Other organizations, businesses, agencies and/or other community-based entities have expressed strong support for the organization's work and planned grant activities. Letters of support and other supportive materials (newspapers articles, etc.) were included.
- Project/proposal falls under one or more of the following priorities: **rural regional planning councils, rural entrepreneurship development, rural infrastructure, and rural health care organizations**. Project clearly defines a designated benchmark and outcome associated with the Rural Maryland Prosperity Investment Fund.
- Grant agreements: Awardees are required to execute a grant agreement.
- Record keeping: Grantees are required to record expenditures and file an interim and final report with the RMC.
- Sample grant agreements and reporting guidelines can be found at rural.maryland.gov

RMPIF FY 2017 Projects

- Cecil County Government, Office of Economic Development, \$68,522 to hire personnel and furnishings necessary to start the operations to develop and create a business incubation program in Cecil County which will serve Harford, Kent and Cecil entrepreneurs
- Eastern Shore Entrepreneurship Center, \$66,808 to support renovation of spaces for prototyping lab facilities, purchase of materials and hiring of a Director of Digital Fabrication
- Affiliated Sante Group \$41,784 to expand the Eastern Shore Operations Call Center, a 24hour crisis response service
- Calvert Memorial Hospital, \$61,661 to support expansion of Calvert CARES (Collaborative Activation of Resources and Empowerment Services) a discharge care clinic program to reduce re-admissions

RMPIF FY2017 Projects (con't)

- Town of Denton, \$48,000 to connect the Town Hall, Denton Policy Department, Crouse Visitor and Heritage Center and the Public Works Facility to a new fiber network
- Town of Myersville, \$59,000 to ensure internet access in the new library by installing fiber optic cable from Myersville Elementary to the Library
- Town of Preston, \$76,675 to provide final engineering and design of the waste water treatment plant to meet Enhanced Nutrient Removal (ENR) standards.

Deadlines

- **Deadline for pre-proposals: June 9, 2017**
- Notification: Applicants will be notified on June 20, 2017
- Monday, July 24, 2017 - Full application due to RMC by 11:59pm.
- Monday August 14, 2017 – RMPIF Grant Recipients announced



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